

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on February 8, 2023, at 1:00 pm at the district office. Board President Cahill presided.

ATTENDEES:

Directors: Jerry Turley, Seth Price, Alida Tinch, Eugene Helberg, Tom Cahill
District: Sergio Lopez, Tyler Hantz, Luisa Generoso
Engineering: Ben Miller, Morrison-Maierle, Jeff Cicon P.E, Morrison-Maierle (via Zoom)
Public: Paul Holland, Cheryl Holland

Pledge of Allegiance

Public Comment:

- Cheryl Holland stated that continuing to charge them utility fees for services they are not getting is unethical. Cahill reminded her that two letters have been sent in the past, detailing what they need to do to reinstate their water and sewer services.

READ AND APPROVE MINUTES

The minutes of the January 11, 2023 General Board Meeting were reviewed for approval. Cahill called for a motion to approve the minutes. Price made a motion to approve the minutes. Turley seconded, and it was unanimously,

RESOLVED, That the minutes of the January 11, 2023, Board Meeting be approved.

READ AND APPROVE AGENDA

Cahill asked for discussion, no further discussion. Cahill called for a motion to approve the agenda. Tinch made a motion to approve the agenda. Turley seconded, and it was unanimously,

RESOLVED, That the Agenda be approved.

READ AND APPROVE CONSENT AGENDA

Cahill asked for discussion, no further discussion. Cahill called for a motion to approve the Consent Agenda. Turley made a motion to approve the Consent Agenda. Helberg seconded, and it was unanimously,

RESOLVED, That the Consent Agenda be approved.

OLD BUSINESS

Operator's Report:

Lopez gave an update on the district's ongoing repair and replacement of old meters and/or brass fittings on old meters as well as the preparations being done for the upcoming injecting season.

Engineering Update:

Task Order #37: Water Tank and Transmission Line Project:

- A stop work order was issued on November 30, 2022. Remaining work includes the installation of the access stairs and paving the Pierce driveway and tank access road.
- We continue to work with operations to get the new tank operationally working as intended. Stillwater Electric and/or Controls Engineers will need to return to get the SCADA operating as designed.
- The final stairway drawings have been approved by Morrison-Maierle and returned to S&L Underground. The anticipated installation will be end of February or early March.

Cicon reported that a stop work order for the Ice Box Tank Project was still in effect and that the SCADA monitoring system is still being fine-tuned. In addition, S&L says the back-ordered stairs should be delivered and installed by the end of February or early March.

Task Order #39: Preliminary Engineering Report Update & Sewer Modeling

- No update.

Task Order #40: Sludge Farm Maintenance Building

A meeting is scheduled for February 6th with the District, Morrison-Maierle, and LPW Architecture to discuss the project and get input from the District. The next step will be to prepare floor plans.

Miller gave an update on the Farm Building meeting held on February 6, 2023, at the district office. In attendance were Cahill, Spencer, Lopez, Hantz, J Inabnit, Miller and Max (from LPW Architects). The discussion included a wish list of items, including diagonal parking for six vehicles and a vector truck, a small office, storage for equipment and tools and central drainage. It was emphasized that the future expansion of the district and possible annexation of Woods Bay should factor into the layout and size of the building. Max said he would present some plans in the next meeting which is tentatively scheduled for March.

Funding Applications:

- **Montana Coal Endowment Program (MCEP):** Submitted May 19, 2022, allocated by the State Legislature. West Trunk Sewer is ranked #22 of 40 applicants. Anticipated award: Summer 2023.
- **DNRC-RRGL:** Submitted May 16, 2022, allocated by the State Legislature. West Trunk Sewer is ranked #17 of 50 applicants. Anticipated award: Summer 2023.

SRF: SRF currently has 75% loan forgiveness on projects.

Development Review

The following table provides an update on the development projects in the District.

Development	Plan Status	Project Status
The Settlement	Reviewed by MMI Approved by MDEQ	<ul style="list-style-type: none">• Pre-construction conference held on 11/2/2021 and 10/6/2022• Bonding letter has not been received; status is unknown.• Started construction on the sewer system
The Fort Subdivision	Reviewed by MMI Approved by MDEQ	<ul style="list-style-type: none">• Pre-construction meeting on 8/30/2022• Construction stopped for winter
Ridgeview Lot 5	Reviewed by MMI Approved by MDEQ	<ul style="list-style-type: none">• Reviewed plans and responded in a letter dated 1/31/2022.• Reviewed the resubmittal on 3/31/2022 and provided comments to Julie.• Pre-construction meeting conducted by BFWSD
Saddlehorn No. 13	Not submitted to MMI Submitted to MDEQ	<ul style="list-style-type: none">• No plans have been submitted.• TD&H sent Julie an email on January 18 indicating they are close to submitting plans.
North Shore Woods	Not submitted to MMI Not submitted to MDEQ	<ul style="list-style-type: none">• Received updated preliminary water and sewer layouts. Layouts appear to be consistent with previous discussions.
Flansburg Force Main	Submitted to MMI Not submitted to MDEQ	<ul style="list-style-type: none">• Morrison-Maierle reviewing plans and specs.

Water Rights/Water Compact:

Per Cahill, the BFWS Board believes that the Tribal Water Rights may in future affect our ability to provide irrigation. Spencer is going to send a letter to the Montana Water Court regarding this concern.

MACO Insurance:

Helberg will attend future meetings with Payne West to see what options are available to BFWS.

Board Leadership Training:

Tinch who attended the meeting, shared with the Board some of the highlights discussed including how Boards work and what authority they really have, as well as the need to take committee meeting minutes on top of board meeting minutes. She encouraged other board members to participate in the next training session.

NEW BUSINESS

Account 0336-00 Billing Adjustment – no discussion.

COMMITTEE REPORTS:

Annexation, Main Extensions & Construction

- Cahill mentioned the need to come up with a letter of agreement (Ranch Contract) whereby BFWS is remunerated for use of its personnel.
- Discussion on Bigfork Motor Coach RV Resort having no backflow preventer.

District Investments – no discussion.

Employee Insurance, Compensation and Safety

- The handbook is still being worked on and will hopefully be ready by March or April.

Pretreatment Regulations - no discussion.

Budget and Rate Structure – no discussion.

Rules and Regulations – has been approved.

Farmland

- The dust control letter had been reviewed by the Board. No further discussion.

Cahill called for a motion to approve the expenditure for dust control. Tinch made a motion to approve the expenditure for dust control. Helberg seconded, and it was unanimously,

RESOLVED, That the expenditure for dust control be approved.

Cahill called for the board meeting to be adjourned. Tinch made a motion to adjourn the board meeting. Turley seconded, and it was unanimously,

RESOLVED, That the public meeting be adjourned at 1:27 pm.

Acting Secretary, Julie Spencer

Minutes approved by:

President, Tom Cahill

